

Nevada State Veterans Home
100 Veterans Memorial Drive
Boulder City, Nevada 89005
(702) 332-6784 • Fax (702) 332-6762

BRIAN SANDOVAL
Governor



Department of Veterans Services
6900 N. Pecos Road, Room 1C237
North Las Vegas, Nevada 89086
(702) 224-6025 • Fax (702) 224-6927

Northern Nevada
Veterans Memorial Cemetery
P.O. Box 1919
Fernley, Nevada 89408
(775) 575-4441 • Fax (775) 575-5713

STATE OF NEVADA
NEVADA DEPARTMENT OF VETERANS SERVICES
6880 S. McCarran Boulevard, Building A, Suite 2
Reno, Nevada 89509
(775) 688-1653 • Fax (775) 688-1656

Southern Nevada
Veterans Memorial Cemetery
1900 Veterans Memorial Drive
Boulder City, Nevada 89005
(702) 486-5920 • Fax (702) 486-5923

UNCLASSIFIED JOB ANNOUNCEMENT

DEPUTY DIRECTOR OF BENEFITS NEVADA DEPARTMENT OF VETERANS SERVICES

POSITION LOCATION: Las Vegas, Nevada

RECRUITMENT OPEN TO: All qualified applicants

APPLICATIONS ACCEPTED UNTIL: Recruitment needs are satisfied

The State of Nevada, Department of Veterans Services (NDVS) is seeking qualified applicants for the position of Deputy Director for Veterans Benefits. This is a full-time, unclassified position and is exempt from the provisions of State classified service. The position reports directly to the Director of the Nevada Department of Veterans Services.

THE POSITION:

The incumbent assists the Director of the Nevada Department of Veterans Services aid and assist Nevada's veterans, military serving in Nevada, and their families. Manages and provides oversight for the Veterans Advocacy and Support Program, Northern and Southern Nevada Memorial Cemeteries, veteran employment and education support, community outreach and engagement, and programs supporting veterans at risk. Assists individuals, organizations, public officials, and other community organizations research and resolve constituent veteran issues. Manages the Veterans Services Officer and Nevada Veterans Advocate Training Programs. Represents the Nevada Department of Veterans Services during community events, legislative testimony, and other public gatherings. Develops initiatives to improve services; to include the drafting of legislative proposals, writing of grants, and the development of veteran advocacy and agency operational policy.

APPOINTMENT QUALIFICATIONS: The Deputy Director is appointed by the Director of the Nevada Department of Veterans Services and assists the Director perform duties outlined in Nevada Revised Statutes (NRS) 417. To be eligible for appointment as the Deputy Director, one must be an actual and bona fide resident of the State of Nevada; possess a honorable

discharge from some branch of the military and naval service of the United States; and, have at least 4 years of experience in management and administration. The ability to communicate effectively is essential.

ANNUAL SALARY: Up to \$82,400.

BENEFITS: Employer participates in providing medical, dental, and vision insurance for employees; three weeks paid vacation per year, three weeks paid sick leave per year, 11 paid holidays per year, retirement plan; life and disability insurance and tax sheltered deferred compensation plans available. There is no State or social security tax. (For additional information, visit the Nevada Department of Personnel at www.hr.nv.gov, the Nevada Public Employees Benefits at www.pebp.state.nv.us, and the Public Employees Retirement System of Nevada at www.nvpers.org.)

LETTER OF INTEREST AND RESUME: In your letter of interest, please indicate how you heard about the position. If you heard about this position through a website, please specify which website. Your resume must provide a detailed description of employment history, including names and addresses of employers, reasons for leaving, salary history, and professional references.

TO APPLY: Submit your letter of interest and resume to:

**Nevada Department of Veterans Services
Karen Judson, Personnel Officer 1
100 Veterans Memorial Drive
Boulder City, NV. 89005
702-332-6709**

**judsonk@veterans.nv.gov
www.veterans.nv.gov**

Equal Employment Opportunity/Affirmative Action Employer